Independent Citizens' Bond Oversight Committee

Minutes of Regular Meeting **May 14, 2019**
(Approved July 9, 2019)

I. Call to Order

The Independent Citizens' Bond Oversight Committee met in a regular meeting on Tuesday, May 14, 2019, in meeting room 1068 on the Oceanside campus. Chairperson Debbie Barnum called the meeting to order at 2:06 p.m.

II. Roll Call

Committee members present:

Debbie Barnum
Raye Clendening
William V. Howe
Jade MacEoghain
Josh Mazur
Kris Powell

Committee members not present:
Dick High

Others present:

Geoff Bachanas
Larry Barry
Kristen Huyck
Ursula Leimbach
Tom Macias

III. Approve Meeting Minutes

The meeting minutes from the regular meeting of February 12, 2019 were not approved as there were only two committee members present that had attended the meeting. The minutes will be brought back to the June 11, 2019 Independent Citizens' Bond Oversight Committee meeting for approval.

IV. Public Comment On and Not on the Agenda

None.

V. Changes in Agenda Order

None.

VI. Introduction and Welcome of New Committee Members

Flood introduced the following new committee members:

- Jade MacEoghain – Student Representative
- Josh Mazur – Business Representative
- William V. Howe – At-Large Community Member

VII. Annual Report

Ursula Leimbach from Leimbach Communications provided an overview of the Independent Citizens' Bond Oversight Committee 2018 Annual Report. The committee would like the following added to the annual report:

- Under “Scope” of the project description, add any technology and or technical improvements that are part of the project
- Add a brief summary of what the project budget comprises
- Add a group photograph of the committee

Any committee comments should be sent to Flood and Barnum by May 21, 2019.

VIII. Bylaw Changes

A. Number of Meetings

The committee discussed changing the number of meetings from monthly to bi-monthly to accommodate committee members’ schedules.

By motion of Member Howe seconded by Member Powell, the number of committee meetings will now be held on a bi-monthly basis with the next meeting to be held on July 9, 2019. The reduction in the number of committee meetings will need to be placed on the June 13, 2019 MiraCosta Community College District’s Board of Trustees meeting agenda.

Vote:
Ayes: 6
Nos: 0
Absent: 1

B. Subcommittees

The committee would like to create a finance and construction subcommittee to drill down on the two areas outside of a regular meeting.

Committee members are assigned as follows:

Finance—Debbie Barnum, William V. Howe, Josh Mazur
Construction—Kris Powell

Committee members Clendening and High will have an opportunity to select which subcommittee they would like to be assigned to at the next regularly scheduled meeting. MacEoghain will abstain from any subcommittee at this time.

C. Increasing Number of Committee Members

The committee will hold off increasing the number of committee members at this time to see how the new structure with the subcommittees works.

IX. Bond Costs

A. Financial Reports Format

The committee reviewed the draft capital improvement program budget executive summary and graph. The committee would like to see:

- a list of projects based upon the five-year plan
- a column added for Prop MM projects

- a list of projects based upon the five-year plan
- a column added for Prop MM projects
- a column for the original budget
- a column for the current budget
- comments
- expenditures
- forecasted completion

The total line will show the total cost of all areas. The second part will list FMP planned and upcoming projects.

X. Staff Standing Reports

A. Status of Design

- Currently there are14 active projects (on schedule); $41.4M in commitments; and $25.2M in expenditures. The committee requested that the percentage of the project completion from start to finish be added to the presentation portion of the regular meetings
- Environmental studies for the San Elijo Campus are in process for permitting through the coastal commission
- Version 2 of the district standards and guidelines have been completed along with the Oceanside campus architectural guidelines

Current In-Design Projects

- OCN: B1000 administration and renovation—about 50 percent through the design and development phase and working on associated swing space for the project
- OCN: New parking lot 5A, PV and tennis support building, new gym building, and new allied health building—the architect has finalized the criteria document for the project and the RFQ/P is on going
- OCN: New chemistry and biotechnology building—the architect has finalized the criteria document for the project and the RFQ/P is on going
- OCN: New student services building—the architect has finalized the criteria document for the project and the RFQ/P is on going
- SAN: New student services and administration building—submitted to Division of the State Architect (DSA) February 2018. Resubmitting for DSA back check this month
- SAN: B200 modernization—programming phase has finished and the project is currently in schematic design
- SAN: B100 renovation—design work will begin in May
- CLC: New Student Services building—drawings submitted to DSA on February 14; comments received back in late April; back check is planned for late May
- CLC: Buildings A and B renovation—programming phase of design is ongoing

B. Status of Construction

In Bid & Award

- OCN: Athletic field renovation. There will be a groundbreaking ceremony on July 18 at 2 p.m. for the field. Everyone will receive an invitation
- SAN B500 Renovation—construction on the classrooms and labs will begin this summer

In Construction
- SAN: Temporary portables for swing space phase 3
- SAN: B300 modernization—currently active and approximately 65 to 75 percent completed on construction
- The committee has requested that the general contractor be added to the information under "Project in Construction"
- CLC: New monument sign and entryway—currently under construction and the SBDC building will be demolished tomorrow

C. Status of Contracts Let

Program Wide Request for Qualifications (RFQs)
- Commission Services
- Project Inspection Services
- Special Inspection and Material Testing Services

Design-Build Request for Qualifications and Proposals (RFQ/Ps)
- OCN Health and Wellness Hub: New parking Lot 5A and tennis court support
- OCN New Student Services building

Status of Contracts Let—Upcoming
- OCN Design-Build Request for Qualifications and Proposals (RFQ/Ps)
  - New chemistry and biotechnology building
- Request for Task Order Proposals (RFTOPs)
  - OCN—Parking lot 4C

D. Status of Finance (Cost to Date)

Reviewed the master program budget. The original budget is from the 2016 FMP. Escalation costs have been built into the 2016 numbers at 5 percent per year. Each project has a 10 percent built in and a program contingency of 5 percent. If you have any questions on any of the projects, please let Flood know.

Reviewed the commitments and expenditures report.

Reviewed the capital improvement program cost saving measures. These have been realized through the district's direct purchase program management office set-up items; there is no markup on the professional services consultant reimbursables; we are moving forward with previous architect and engineering teams for design of SAN B300 and B600 modernizations. Cost savings realized through the use of a single firm performing both program and construction management services.

The committee requested that an organization chart be created to show the program fees and legal services.

XI. Items for Next Agenda

Any future items, please send an email to Eva.

XII. Adjournment

Meeting adjourned at 4:01 p.m.

Minutes Approval:

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Josh Mazur
Committee Chair